Dear MLTCPs & Associations:

Thank you to all the Managed Long Term Care Plans (MLTCPs) and Social Adult Daycare (SADC) providers for continued support in completing, reviewing, and submitting the SADC Site Self-Assessments regarding compliance with the Home and Community Based Services (HCBS) Settings Regulation. As the New York State (NYS) Department of Health (DOH) has been working to review all submissions and collaborating with all MLTCPs to address any outstanding items/questions, please review the following program updates and general reminders:

Program Updates

Outstanding Site Self-Assessment Tools:

MLTCPs should be finishing up submitting any remaining outstanding SADC site self-assessment tools to DOH. This may include general corrections and edits to the self-assessments in Sections 1 or 2, as well as notifying DOH of any SADC sites that have recently closed or will no longer be contracted with the MLTCP.

Please note that temporarily closed sites must, upon reopening, still have a completed a self-assessment with each contracted MLTC plan, all supporting documentation, and be 100% in compliance with the HCBS Settings Regulation before members can access services at that re-opened SADC site.

Upcoming 1x1 Meetings With MLTCPs and SADC Site specific spreadsheet status:

Over the next few weeks, DOH will be working to schedule 1x1 sessions with each MLTCP to review the overall status of each MLTCP's SADC network. Prior to each of these sessions, DOH will be sending each MLTCP a breakdown of their current SADC network (based on PNDS) with clear indications for any SADC site that requires additional information and/or clarification. During and after these sessions, DOH will continue to collaborate with MLTCPs and SADC sites to remediate any discrepancies.

SADC Site Evaluation Tool for MLTCPs:

A comprehensive evaluation tool is currently under development. This new tool will provide a template that MLTCPs may utilize while conducting their annual site visits of their SADC network. The purpose of this template is to provide all MLTCPs one tool that will cover all current SADC requirements, including those related to the HCBS Settings Final Rule. This new tool is expected to be released to MLTC plans by the end of May 2022, along with a user manual and video tutorial on usage.

Note: MLTCPs may be continuing to conduct annual reviews prior to this new template being issued. MLTCPs may leverage the HCBS Compliance Assessment with Guiding Questions for MLTC plan SADC Site Assessors document as a resource. The document was developed as a source for MLTCP assessors to utilize in evaluating each SADC site's compliance with the HCBS Settings Final Rule.

General Reminders:

Closed Sites:

All actively contracted SADC sites (even if a site is closed), will need to be in full compliance with the HCBS Settings Final Rule by 3/31/2023 in order to stay in network. This also applies to any new and/or returning sites that are coming into network. Therefore, MLTCPs will want to ensure all contracted SADC sites meet all the requirements outlined in the self-assessment, in order to remain in network after 3/31/2023.

PNDS Updates:

As MLTCPs are working with their SADC sites and DOH in assuring compliance with the HCBS Settings Final Rule, please ensure that all required PNDS updates are made.

Person Centered Planning:

Please continue to share the [Person Centered Planning Training information](#) with your staff and SADC sites. These sessions are a great resource for any new or existing SADC sites.

MLTC Policy Documents:

Please ensure that MLTCP staff and SADC sites are aware of all [MLTC Policy Documents](#) including but not limited to the following:

- **13.03:** ([CBLTSS Definition](#))

- **13:05:** ([Social Daycare Services Q&A- eligibility for CBLTCSS POC](#))

- **13.11:** ([Social Daycare Services Q&A](#) and [Letter to MTLCPs from Medicaid Director Jason Helgerson](#))

- **13.14:** ([Questions Regarding MLTC Eligibility](#))

- **15.01(a):** ([REVISED Social Adult Day Care and MLTC: Implementation of New Social Adult Day Care Certification Process](#))

  - SADC Certification Webinar – 5.18.2015

    - [Recording](#)

    - [Webinar Slides](#)

  - [SADC Certification FAQ](#) – 5.29.2015

- **21.05:** ([HCBS SADC Site Compliance](#))

  - [HCBS SADC Fact Sheet](#) ([PDF](#)) - 12.3.2021

  - [MLTC SADC HCBS Self-Assessment Tool](#)

- All Plan Meeting Slide Presentation (PDF) - 11.16.2021
- HCBS SADC Site Self-Assessment Compliance Webinar - 12.9.2021
  - Presentation Slides (PDF)
  - Recording (YouTube) Transcript (PDF)

Any questions? Contact: HCBSSADCSiteAssessments@health.ny.gov